

BILLS APPROVED BY ECSSD#1
July 11, 2016

Emery County - 98-4000-2800 - Telephone	\$30.00
BK's Stop N Shop 98-4000-6200 Inv. No. 52997	\$39.59
Utah Power & Light - 98-4000-7503	\$34.91
Kimball & Roberts, CPA - 98-4000-3050	\$2,230.00
Johansen and Tuttle Eng. - 98-4000-3038 Inv. 51616	\$3,300.00
98-4000-3034 - Inv. 61616 & 51616	<u>\$5,500.00</u>
	\$8,800.00
ULGT - Annual Liability Insurance - 98-4000-5100 - Inv. 1526364	\$9,323.00
Office Etc. - 98-4000-2400 - Inv. 414683	\$56.04
Emery County Progress - 98-4000-7656 - Little Wild Horse	\$252.00
Emery County Progress - So. Moore Phase 11 98-4000-7655	<u>\$270.00</u>
	\$522.00
Bevan K. Wilson - 98-4000-6210- Board Meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$ 10.80
98-4000-2800 - Cell Phone	<u>\$ 50.00</u>
	\$360.80
Dean King - 98-4000-6210 - Board meeting Stipend/Project Mgr.	\$300.00
98-4000-2300 - Mileage	\$89.10
98-4000-2800 - Cell Phone	<u>\$ 50.00</u>
	\$439.10
Kent Petersen - 98-4000-6210 - Board meeting Stipend/Project Mgr	\$300.00
98-4000-2300 -Mileage	\$30.24
98-4000-2800 - Cell Phone	<u>\$50.00</u>
	\$380.24

Richard Jensen - 98-4000-2800- Cell Phone	\$50.00
98-4000-2300 - Mileage/Expenses	\$18.90
98-4000-6210 - Board member Stipend/Project Mgr.	<u>\$300.00</u>
	\$368.90

Merrill Swasey - 98-4000-2800 - Cell Phone	\$50.00
98-4000-2300- Mileage/Expenses	\$5.40
98-4000-6210 - Board Member Stipend/Project Mgr.	<u>\$300.00</u>
	\$355.40

TOTAL: \$22,939.98

MINUTES OF THE
REGULAR MEETING OF THE
EMERY COUNTY SPECIAL SERVICE DISTRICT #1
July 11, 2016

Attendees at the meeting:

Chairman Kent Petersen

Board Members, Bevan Wilson, Richard Jensen, Merrill Swasey and Dean King
Howard Tuttle and Merrial Johansen, Johansen and Tuttle Engineering

Wayde Nielsen, Emery County Road Department

Paul Cowley, Emery County Commissioner

Leslie Bolinder, Secretary for District

The Chairman welcomed everyone to the meeting and opened the scheduled Public Hearing for public comment

1. PUBLIC HEARING - TO OPEN AND AMEND THE FY 2016 BUDGET TO INCLUDE JOES VALLEY BOAT RAMP EXTENSION PROJECT AND HUNTINGTON AIRPORT IMPROVEMENT PROJECT 2016.

The public hearing was scheduled at 10:00 a.m to open and amend the FY 2016 budget to include two new projects for which the district will receive \$61,664 in new revenue. The projects are engineering design for improvements to Joes Valley Boat Ramp (\$45,000) and Huntington Airport improvements (\$16,664). It was noted that the budget may have to be opened/amended some time in the future to adjust the projected mineral lease revenue. There were no public comments.

A motion to close the public hearing and return to the regular meeting at 10:15 a.m. was made by Merrill Swasey. The motion was seconded by Bevan Wilson and approved by all members present.

2. CONSIDERATION AND APPROVAL OF RESOLUTION AMENDING THE FY2016 BUDGET.

Merrill Swasey made a motion to approve Resolution 7-11-2016 amending FY 2016

Budget. The motion was seconded by Dean King and approved by all members present. The new budget amount is \$958,664. The amended budget will be available in the office of the Emery County Clerk/Auditor.

3. CONSIDERATION AND APPROVAL OF ENGINEERING CONTRACT FOR THE JOES VALLEY BOAT RAMP EXTENSION PROJECT.

A motion was made by Dean King to approve the engineering contract for design of the improvements to the Joes Valley Boat Ramp. The amount of the contract is \$45,000.00. The motion was seconded by Merrill Swasey and approved by all members present.

Merrill Swasey, as project manager, will attend Emery Water Conservancy board meetings to coordinate this project with them to make sure that their needs are considered in the design process and that all the proper permits are acquired in a timely manner.

A request to extend the completion time of this project to 6/2017 is before the Commissioners for approval at their next commission meeting.

Preliminary design is to extend the parking lot to the south with an area for a portable mussels washing station. There will be rocks and guardrail to keep public off the beach area. It was noted that this would be a good year for construction of this project since it is predicted to be a dry one.

Merrial Johansen will explore to see if the funding is approved for construction of the project.

4. CONSIDERATION AND APPROVAL OF ENGINEERING CONTRACT FOR HUNTINGTON AIRPORT IMPROVEMENT PROJECTS 2016.

A motion to table the engineering contract was made by Bevan Wilson. The contract is

for \$3,000.00. And include engineering for the culvert and fence. The motion was
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seconded by Merrill Swasey and approved by all members present.

The engineer will contact the fencing contractor and have paperwork ready to submit to the district at their next meeting.

5. DISCUSSION AND CONSIDERATION OF MODIFYING THE INTERLOCAL AGREEMENT BETWEEN EMERY COUNTY AND ECSSD#1 CONCERNING SECRETARIAL AND SUPPORT SERVICES

A motion to table this item was made by Merrill Swasey and seconded by Richard Jensen. The motion was approved by all members present.

6. JOHANSEN & TUTTLE ENGINEERING - UPDATE OF CURRENT PROJECTS.

South Moore Phase 10 - County Road 803

No action.

South Moore - Phase 11- County Road 803

This project has begun. The road is being saw cut and material is being excavated and stored in both pits. The traffic lights have been set up and are working.

Deer Creek Road Repairs

PacifiCorp has given the verbal approval of the design engineering on this road. PacifiCorp has approved \$443,000 for their portion of the road and their legal people are working on agreements. PacifiCorp will not pay for any construction in the UDOT right-of-way. Daryl Friant, UDOT, is trying to get funding for the intersection through UDOT. He gave verbal approval to Bevan Wilson for J&T to proceed with the engineering design for the intersection using SMA. Approval of the funding from UDOT

may be approved before the next district meeting.

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There are some agreements that need to be approved before the project can be bid.

1. Interlocal Agreement between Emery County and UDOT.
2. Interlocal Agreement between Emery County and District to work on the road.
3. Agreement between PacifiCorp and District for funding of the project

A motion was made by Dean King to authorize the chairman to sign any of the above agreements, if they are ready for signature, before the next meeting in order to expedite the project. The motion was seconded by Richard Jensen and approved by all members present.

The engineer proposed to cut the advertisement time from the customary 3 weeks to only one week since he would like to finish this project this year.

Chip Seal State Park Roads

No action. This project is on the STIP list for 2020.

Lone Tree Bridge Replacement

No action. This project is on the STIP list for 2020.

Little Wild Horse/Chute Canyon Culvert/Dip

This project is complete, but there was some discussion of doing some additional work so the project was not closed out. The engineer will present the design for the additional work at the next meeting. There may be a need for a public hearing to open/amend the budget to include this additional work.

The engineer presented change order #1 for approval. A motion to approve the change order was made by Merrill Swasey. The motion was seconded by Richard Jensen and approved by all members present.

**7. CERTIFICATION OF THE FINANCIAL REPORT SEND TO THE STATE
AUDITOR'S OFFICE BY KIMBALL AND ROBERTS, CPA FOR FY2015.**

A copy of FY 2015 Independent Audit was passed out to all board members. A motion was made by Merrill Swasey to certify the financial report

8. APPROVAL OF PAYMENT OF BILLS AND FINANCIAL REPORT DISCUSSION.

A. The bills and the financial report were reviewed and approved on a motion by Dean King and a second by Richard Jensen. The motion was approved by all members present.

The chairman had received copies of mineral lease distribution for 3rd quarter SITLA and April/May MMS distribution through UDOT. The letters were signed by the temporary commission assistant. There was a discussion of the concern that this funding was approved and taken out of the district's account without the district's knowledge. The board will meet with Steve Barton, Emery County Treasurer, to discuss this issue and make recommendations on how mineral lease monies will be transferred in the future.

9. FOLLOW-UP DISCUSSION OF REQUIRED BOARD TRAINING.

Tabled on a motion by Richard Jensen and a second by Dean King. The motion was approved by all members present.

10. APPROVAL OF JUNE 13, 2016 MEETING MINUTES.

The minutes for the June 13, 2016 regular meeting were approved, with one correction, on a motion by Bevan Wilson and a second by Dean King. The motion was approved by all members present.

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ADJOURNMENT

The meeting was adjourned as the agenda came to the end. The next meeting is scheduled for August 8, 2016.

Approved by:

Kent Petersen, Chairman

July 12, 2016

Steven Barton
Emery County Treasurer
Emery County Courthouse
Castle Dale, UT 84513

Dear Steve:

Please transfer sufficient funds from PTIF 1325 to ECSSD#1 checking account to cover bills approved in their regularly scheduled meeting on July 11 2016 (attached).

Thank you.

Sincerely,

Leslie Bolinder, Secretary for District

cc: Brenda Tuttle